

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** Frank Sims  
Dr. Ellison Conrad  
Daniel Ruble  
Stephen M. Quilty  
Dr. James E. Baker  
Ben Jenkins  
Andy Puckett – Via Zoom

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, July 13, 2020 at 6:00 P.M. in the Lobby of the Terminal Building. Mr. Sims, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager and Kristy Miller, Executive Assistant.

Mr. Sims called for approval of the Minutes of the Regular Meeting June 08, 2020.

Dr. Baker moved to approve the minutes of June 08, 2020. Dr. Conrad seconded the motion. The motion carried unanimously.

Mr. Sims called for the Financial Report.

Mr. Puckett gave the Financial Report.

Mr. Sims called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Mr. Sims called for the Operations Committee Report.

Mr. Quilty stated that the Operations Committee had not met.

Mr. Sims called for the Development Committee Report.

Dr. Baker stated that the Development Committee had not met.

Mr. Sims called for Unfinished Business.

Mr. Sims asked if the plans for an additional hangar should be put on hold.

Discussion ensued.

**Mr. Sims asked the Board to think on whether or not the plans for an additional hangar should be put on hold and if anyone has any questions or needs additional information to speak with Mr. Hines before the next Board meeting.**

**Mr. Sims called for New Business.**

**Dr. Baker stated that the Airport was now listed under Economic Development on the County's Operating Budget.**

**Mr. Sims stated that it was time to do the Airport Managers Performance review and that each Board Member would be receiving the evaluation form via e-mail.**

**Mr. Sims called for Public Comments.**

**The following people addressed the Board:**

**Dr. F. B. Gent  
Lindsey Gent**

**Closed Session.**

**None.**

**Mr. Sims stated that Election of officers was needed.**

**Mr. Sims called for nominations for Chairman.**

**Dr. Baker nominated Mr. Sims for Chairman. Mr. Ruble seconded the nomination. The nomination carried unanimously.**

**Mr. Sims called for nominations for Vice Chairman.**

**Mr. Ruble nominated Mr. Puckett for Vice Chairman. Dr. Conrad seconded the nomination. The nomination carried unanimously.**

**Mr. Sims called for nominations for Treasurer.**

**Mr. Sims nominated Mr. Puckett for Treasurer. Dr. Conrad seconded the nomination. The nomination carried unanimously.**

**Mr. Sims called for nominations for Secretary.**

**Mr. Sims nominated Dr. Baker for Secretary. Dr. Conrad seconded the nomination. The nomination carried unanimously.**

**Mr. Sims called for nominations for Assistant Treasurer.**

**Mr. Quilty nominated Mr. Ruble for Assistant Treasurer. Mr. Sims seconded the nomination. The nomination carried unanimously.**

Mr. Sims called for nominations for Assistant Secretary.

Mr. Sims nominated Dr. Conrad for Assistant Secretary. Mr. Quilty seconded the nomination. The nomination carried unanimously.

Mr. Sims appointed Mr. Quilty, Mr. Puckett and Mr. Ruble to serve on the Operations Committee with Mr. Quilty serving as Chairman of the Committee.

Mr. Sims appointed Dr. Baker, Dr. Conrad, and Mr. Jenkins to serve on the Development Committee with Dr. Baker serving as Chairman of the Committee.

Mr. Sims appointed Mr. Puckett, Dr. Conrad and Mr. Ruble to serve on the Audit Committee with Mr. Puckett serving as Chairman of the Committee.

Dr. Baker moved to removed item "M. Regular Session" needs to be removed from the Agenda. Mr. Quilty seconded the motion. The motion carried unanimously.

Dr. Conrad moved to adjourn. Dr. Baker seconded the motion. The motion carried unanimously. The meeting adjourned at 7:19 P.M.

  
Dr. James Baker, Secretary  
Frank Sims, Chairman